

Homewood Evangelical Free Church
Job Description

Position: **Senior Pastor**
Dated: December 10, 2025

Major Duties

Serve as the Senior Pastor of the Homewood Evangelical Free Church to carry out the great commission: Go, therefore, and make disciples of all nations, baptizing in the name of the Father and the Son, and the Holy Spirit, teaching them to follow all that Jesus taught. (Matthew 28:19-20). In the process, maintain a vital relationship with God, his wife, and his children. Devote time to study, preaching, and teaching the Word of God; equipping believers for service, and to develop a vision for Homewood to carry out the Great Commission

1. **Preaching and Teaching:** Prepare and deliver sermons for the building-up of the Homewood body of believers and for reaching those who do not know Christ who come through the doors at Homewood. Develop a preaching plan for worship services in consultation with the pastoral staff. Ensure that all instruction within the church remains true to the Word of God.
2. **Leadership Development:** Actively train the elders and other lay people in the church to become leaders, who are then able to train others to become leaders in the church according to Ephesians 4:12
3. **Vision Development:** Lead the staff and the Elder Board in developing the current vision and future visions of Homewood to carry out the Great Commission to make disciples and to reach the community for Christ.
4. **Supervision and Administration:** Oversee day-to-day operations of the pastoral and administrative staff, delegating tasks to other pastors and lay leaders as necessary, while prioritizing teaching, preaching, and leadership development. Supervise pastoral and office staff, encouraging their spiritual life, personal growth, and professional development through means such as half-days of prayer, district and national conferences, ministerial meetings, and continuing education. Build a sense of teamwork among church staff, conducting weekly staff meetings to facilitate communication, to solve problems, and to coordinate the ministries of the church. Encourage all ministry teams in the church to carry out their work effectively with an emphasis on encouraging others to participate in the work of the church. Accept roles in the Evangelical Free Church of America, the Great Lakes District, and other evangelical organizations as opportunities present themselves and with Elder Board approval.
5. **Shepherding:** Along with pastoral staff and lay people, visit the sick, shut-ins, and hospitalized. Engage in pastoral counseling regarding spiritual life, marriage preparation, and marriage. Make referrals to Christian counselors as needed. Conduct weddings, baptisms, and funerals. Conduct membership classes; assimilate new church members into the ministries of the church.
6. **Other duties as assigned:** Other tasks may arise from time to time that need the attention of the senior pastor. The elders will ensure that the pastor does not become overwhelmed so that he will not be able to perform the primary duties of teaching, preaching, and leadership development

Personal Conduct Requirements

- 1 Live a godly life, consistently showing evidence of your relationship with Jesus Christ both at work and in your private life.
- 2 Exhibit a strong work ethic at all times.
- 3 Maintain cooperative (friendly, confidential, honest, gentle, and trustworthy) working relationships with all members of the church family and staff. Relate to everyone in such a way that both Christ's convictions and love are equally displayed.

Minimum Job Qualifications Including Physical Requirements

1. Meet the pastoral qualifications and commands of 1 Tim 3:1-7, 4:12-15; 2 Tim 2:15; and Titus 1:7-9 and Matthew 28:19 & 20
2. Agreement with the doctrinal statement, mission, core values, and objectives of the church
3. Agreement with the Constitution and By-Laws of the church
4. Is or will become ordained and licensed by the Evangelical Free Church of America
5. Experience supervising a church staff including pastoral and non-pastoral members
6. Master's degree (preferred) in a relevant Pastoral Ministries program
 - 6.1 Also acceptable, bachelor's degree with experience, demonstrating discipleship making and ministry growth
7. Strong spiritual faith and character
8. Organized, able to manage time and multiple tasks, attention to detail
9. Strong interpersonal and leadership skills
10. Physical requirements: Set an example of a healthy lifestyle.

Supervisory Controls

Accountable directly to the Elder Board for his duties, doctrine, and life. Work independently to accomplish the "major duties" of this job description. Elder feedback on job performance is given on a routine and recurring basis. A harmonious working relationship with the Elder Board is essential.

About Homewood Evangelical Free Church

Homewood Evangelical Free Church (HEFC) is located in Moline, Illinois (population 44,400), one of the Quad Cities along the Mississippi River. The Quad Cities area population is about 400,000. The community provides affordable housing, blending small town charm with urban activities. It is centrally located between Chicago and Des Moines, (both 3 hour drives), and St Louis (4 hour drive). The city blends Midwestern warmth with ethnic and cultural diversity.

HEFC is a gospel-centered congregation. Our Sunday service blends contemporary and traditional worship in a family friendly atmosphere. We are known for our warm hospitality, intergenerational connections, and commitment to Gods word.

Our ministries include student and children's programs, Sunday school programs, weekly bible studies, mission partnerships, and community outreach that serve both our church family and the surrounding neighborhoods. Our weekly attendance currently averages around 130-150. Our facilities include a children's chapel, main sanctuary (capacity 400), family life center (multipurpose gym), administrative offices, and numerous Sunday School class rooms.

The vision for HEFC is that we will become an Upper Room church; a praying, Spirit - empowered community marked by disciple making. We long to see men, women, students, and families equipped to follow Jesus and to mirror His life.

See our website <https://homewoodefc.org/> for more information about us.

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